

## **MICHIGAN COMMISSION ON SERVICES TO THE AGING**

7109 W. Saginaw Hwy., Room 2-D, Lansing

September 19, 2008

### **Minutes**

#### **CALL TO ORDER**

Chairperson Kennedy called the meeting to order at 10:00 a.m. and reiterated the role of the Commission, followed by the Pledge of Allegiance.

#### **ROLL CALL**

The roll call was taken and a quorum was present.

#### **COMMISSION MEMBERS PRESENT**

Owen Bieber, Cheryl Bollinger, Joan Budden, Mary Gardner, Rose Gill, Kathleen Johnston-Calati, Jerutha Kennedy, Chun-Keung Leung, Donald Newport, Thomas Rau, Anthony Pawelski, Amne Talab, Ramesh Verma, Janice Wilson, and James Wright

#### **COMMISSION MEMBERS ABSENT (Excused)**

None

#### **COMMISSION MEMBERS ABSENT (Un-excused)**

None

#### **OSA STAFF PRESENT**

Sharon Gire, Cindy Albrecht, Bonnie Graham, Dan Doezema, Laura Beard, Eric Berke, Steve Betterly, Jan Bowlin, Michelle Gould-Rice, Sherri King, Laura McMurtry, Lynne McCollum, and Holliace Spencer

#### **VISITORS/GUEST PRESENT**

Angela Willis, Faiz Esshaki, Joanna Stelloh Phelps, Karla Fales, John Gelletich, Monique James, Kishori Gandhi, Laurie Sauer, Judy Lammers, Jonathan Mead, Gregory Piaskowski, Yaushica Brown.

#### **APPROVAL OF AGENDA**

Commissioner Wright made the motion to approve the agenda. Commissioner Pawelski seconded the motion. The motion was approved unanimously by voice vote.

#### **APPROVAL OF COMMISSION MINUTES**

Commissioner Budden made the motion to approve the minutes from the August 15, 2008 meeting. Commissioner Bieber seconded the motion. The motion was approved unanimously by voice vote.

#### **INFORMATION FROM INDIVIDUALS CONCERNING AGENDA ITEMS**

None

## **OSA DIRECTOR'S REPORT**

Director Gire welcomed everyone to the meeting and updated the Commission on the following:

- ◆ Announced that OSA will be celebrating its 35<sup>th</sup> Anniversary on November 21, 2008, and invites the Commission to attend.
- ◆ The draft language for Project 20/20 is complete and if it passes it will put 2.5 billion in the aging network over the next 5 years nation wide.
- ◆ The week of September 22, 2008 is Older Workers Week.
- ◆ Nursing Home Diversion training was held last week on person-centered planning.
- ◆ Attended the grand opening of Hampton Village in Bay City.
- ◆ Attending the first regional meeting with National Association of Area Agencies on Aging and the State Units on Aging Directors for Region 5.
- ◆ Participated on a panel for the National Michigan Association on Counties, which focused on "Caring for our Aging Population" in Frankenmuth.
- ◆ Attending the National Association of State Units on Aging Conference next week.

A brief discussion followed.

## **BUSINESS ITEMS**

### **Approval of FY 2008 Revised Grant Allocation for Elder Law of Michigan, Inc. (ELM)**

Lynne McCollum, OSA staff, requested Commission approval of FY 2008 Revised Grant Allocation for Elder Law of Michigan in the amount of \$35,000 for the following projects:

- \$7,500 will be used to support training for Title IIIB legal services providers and ELM staff scheduled to be conducted in September 2008.
- \$7,500 will be used to develop test data extracts for the Legal Services Information System, OSA's new web-based legal services reporting application.
- \$20,000 will be used to support continued development and operation of MiCAFE in Wayne and Muskegon counties. MiCAFE provides hands-on assistance to low-income older adults in obtaining a Bridge Card, which provides food stamps so seniors can use their cash to pay for medicine, heat, electricity, water or make repairs to their home.

A motion was made by Commissioner Gardner to approve the FY 2008 Revised Grant Allocation for Elder Law of Michigan as presented. The motion was seconded by Commissioner Bollinger. Commission approved with a 15-0-0 vote.

A brief discussion followed.

**Approval of FY 2009 Annual Implementation Plan (AIP) for U.P. Area Agency on Aging UPCAP Services, Inc.**

Dan Doezenia, OSA staff, introduced Jonathan Mead, Executive Director of the U.P. Area Agency on Aging UPCAP Services, Inc. which serves Alger, Baraga, Chippewa, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Luce, Mackinac, Marquette, Menominee, Ontonagon, and Schoolcraft Counties. Mr. Doezenia request Commission approval of the U.P. Area Agency on Aging UPCAP Services, Inc. AIP.

Mr. Doezenia noted the plan was reviewed against the approval criteria and the FY 2009 cost allocation plan. Compliance with federal regulations and statewide operating standards was confirmed by the assessment conducted on August 15, 2008.

Assessment findings are considered when reviewing proposed AIPs.

A public hearing was held in the region on April 22, 2008 and submitted to all local units of government in the Planning and Service Area (PSA). No local governments raised any issues of concern and there are no special conditions attached to the plan.

Mr. Doezenia noted that Appendix J: Direct Waiver – Care Management Work Plan and Budget Update needs Commission approval.

Mr. Doezenia highlighted several areas of the AIP stating this agency has updated their information database for the 2-1-1 program. UPCAP provides this service for the entire U.P. area and has received nation accreditation for their program. Mr. Doezenia noted they are currently in the process of updating and improving their training for elder abuse prevention. UPCAP will be conducting comprehensive surveys of consumers throughout the region to determine current and future needs. Based on the information obtained, the AAA will then be able to prepare future goals with the assistance of its partners, specific to the needs of each county in the region.

Mr. Doezenia stated that UPCAP wrote a technology grant to AT & T for their home delivered meals program. UPCAP serves approximately 450,000 home delivered meals. This grant will provide software to customize routes more efficient. Also UPCAP has implemented a T-Care Program. This program is to assist the agency to determine if the caregiver just needs information or if the caregiver is suffering significant burden and stress.

A motion was made by Commissioner Bieber to approve the FY 2009 AIP for UPCAP AAA as presented. The motion was seconded by Commissioner Wilson. Commission approved with a 15-0-0 vote.

A discussion followed with Commissioner Budden asking for more detail regarding all the AIPs medication management program. Mr. Doezenia stated all aspects are reviewed to make sure medication is not duplicated or expired. Commissioners expressed an interest in knowing the difference in the previous budget year and how it is compared to the new year budget.

Transportation was discussed due to the cost of fuel and how this effects home delivered meals. Mr. Mead stated that they reimburse drivers and have increased the rate of reimbursement, but it still has resulted in fewer services. Cultural diversity of board members was also discussed.

**Approval of FY 2009 Annual Implementation Plan (AIP) for Region IX Area Agency on Aging (AAA) Northeast Michigan Community Service Agency, Inc.**

Dan Doezenia, OSA staff, introduced Laurie Sauer, Executive Director of Region IX AAA Northeast Michigan Community Service Agency, Inc. serving Alcona, Alpena, Arenac, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, and Roscommon Counties.

Mr. Doezenia stated the plan has been reviewed against the approval criteria and FY 2009 cost allocation plan established by OSA. Compliance with federal regulations and statewide operating standards and policies was confirmed by an assessment of the AAA conducted, July 28, 2008. A public hearing was held on May 27, 2008. No local governments raised any issues of concern and there are no special conditions attached to the plan. Appendices requiring approval are Appendix J: Direct Waiver – Care Management Work Plan Update and Budget and Appendix L: Waiver of Minimum Percentage – Priority Service Category – Access.

Mr. Doezenia stated Region IX AAA has engaged in evidence-based programming in relation to chronic disease self-management with increased interest and involvement in the Matter of Balance Program and increased sustainability in both evidence-based programs (Stanford Chronic Disease Self-Management and Matter of Balance). Region IX also promotes Elder Friendly Communities, to provide a safe, sound and secure community environment for all persons, with an emphasis on older adults.

Mr. Doezenia requested the Commission's approval of the FY 2009 AIP for Region IX Area Agency on Aging Northeast Michigan Community Service Agency.

A motion was made by Commissioner Wilson to approve the FY 2009 AIP for Region IX Area Agency on Aging Northeast Michigan Community Service Agency as presented. The motion was seconded by Commissioner Newport. Commission approved with a 15-0-0 vote.

A brief discussion followed with Chairperson Kennedy thanking all for their work relating to mental illness. Commissioners were interested in how many AAA receive mileage funds and would like to see more details in the AAAs budgets.

**Approval of FY 2009 Annual Implementation Plan (AIP) Area Agency on Aging (AAA) of Northwest Michigan, Inc. (AAANM) (PSA 10)**

Dan Doezenia, OSA Staff, introduced Greg Piaskowski, Executive Director of the AAA of Northwest Michigan, Inc. which serves Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, and Wexford Counties.

Mr. Doezeema stated the plan has been reviewed against the approval criteria and the FY 2009 cost allocation plan established by OSA. Compliance with federal regulations and statewide operating standards and policies was confirmed by the assessment of the area agency conducted August 7, 2008. A public hearing was held on May 1, 2008, with no local governments having any issues of concern regarding the plan. There are no special conditions. Appendices requiring approval are Appendix G: Request to Transfer Funds from title III C-1 to Title III B and Appendix J: Direct Waiver – Care Management Work Plan and Budget Update.

Mr. Doezeema highlighted the AIP stating that AAANM is funding a Friendly Reassurance Plan, which provides funds for Care Connections clients through the Senior Companion Program of Catholic Human Services. This meets a need for those clients that do not meet respite care eligibility requirements. The area agency on aging has continued funding Senior Center Staffing, with the intent to gradually phase out funding for this service over this three-year plan cycle. In FY 2009, there will be no funds allocated for Senior Center Staffing. AAANM is currently working with the Northwest Regional Transportation Alliance that provides a single point of entry concept which connects older adults with transportation for non-emergency medical treatment.

Mr. Doezeema requested Commission approval of FY 2009 AIP for AAA of Northwest Michigan, Inc.

A motion was made by Commissioner Bieber to approve FY 2009 AIP for AAA of Northwest Michigan, Inc. as presented. The motion was seconded by Commissioner Newport. Commission approved with a 15-0-0 vote.

A brief discussion followed on how they can pass along their best practices to other area agencies on aging. Mr. Doezeema stated they have quarterly meetings with the AAA directors and staff to keep them informed and updated.

#### **Approval of FY 2009 Merit Award Trust Fund Allocations**

Dan Doezeema, OSA staff, requested Commission approval of FY 2009 Merit Award Trust Fund Allocations for the Caregiver Respite Programs administered by Home and Community-Based Waiver agents. Mr. Doezeema stated OSA has reviewed all of the Caregiver Respite Program FY 2009 Annual funding Agreements and found they satisfy all pertinent program plan approval criteria. Mr. Doezeema noted that all funds go for either adult day care or respite.

A motion was made by Commissioner Wilson to approve FY 2009 Merit Award Trust Fund Allocations as presented. The motion was seconded by Commissioner Wright. Commission approved with a 15-0-0 vote.

A brief discussion followed.

**Approval of FY 2009 Annual Implementation Plan (AIP) for Detroit Area Agency on Aging (DAAA) (PSA 1-A)**

Jan Bowlin, OSA staff, introduced Faiz Esshaki, Vice-President/CFO of the Detroit Area Agency on Aging, which serves the cities of Detroit, Grosse Pointe (GP), GP Farms, GP Park, GP Shores, GP Woods, Hamtramck, Harper Woods, and Highland Park.

Ms. Bowlin stated the plan has been reviewed against the approval criteria and the FY 2009 cost allocation plan established by OSA. Compliance with federal regulations and statewide operating standards and policies was confirmed by the assessment of the area agency conducted September 8, 2008. A public hearing was held on April 28, 2008, with no local governments having any issues of concern regarding the plan. Ms. Bowlin noted there are two special conditions attached with the following appendices requiring approval: Appendix E: Planned Entrepreneurial Activities, Appendix G: Request for Transfer of Funds, Appendix J: Waiver for Direct Provision of Services, Care Management and Congregate Meals.

Ms. Bowlin gave a brief overview of the plan noting DAAA conducted a nursing home facility study to identify vulnerable skilled care, initiated a nursing facility enhancement to improve nursing home services, and implemented healthy aging programs. They also continue to work with the area agencies on aging of southeast Michigan to implement a regional resource development strategy that support expansion of diversification of funding, cost savings and a collaborative partnership that can compete in the managed care environment.

Ms. Bowlin requested Commission approval of FY 2009 AIP for the DAAA.

A motion was made by Commissioner Wright to approve the FY 2009 AIP for the Detroit Area Agency on Aging as presented. The motion was seconded by Commissioner Bieber. Commission approved with a 15-0-0 vote.

A discussion followed with Commissioner Verma asking how their congregate meal program works with such a diverse group in their region. Mr. Esshaki stated they work with each local community and if they can not supply the meal then DAAA will fund the meal for that site. The Commission congratulated DAAA on their ability to get the large number of people to their public hearings and their involvement in their community.

**Approval of FY 2009 Annual Implementation Plan (AIP) for The Senior Alliance, Inc. (TSA) (PSA 1-C)**

Jan Bowlin, OSA staff, introduced Monique James, Deputy Director, and Kishori Gandhi, CFO of The Senior Alliance, Inc. which serves Wayne County, excluding areas served by Region 1-A.

Ms. Bowlin stated the plan has been reviewed against the approval criteria and the FY 2009 cost allocation plan established by OSA. Compliance with Federal Regulations and statewide operating standards and policies was confirmed by the assessment of the area agency conducted on July 28, 2008. A public hearing was held on May 12, 2008.

No local governments expressed any issues of concern regarding the plan and there are no special conditions requiring approval. Ms. Bowlin stated appendices requiring approval are Appendix G: Request for Transfer of Funds and Appendix J: Administration of Direct Services.

Ms. Bowlin noted that TSA collaborates with other area agencies on aging to work more effectively and maximize available resources and streamline client access to services. The Senior Alliance also endeavors to increase awareness and identifiers of abuse and exploitation of older adults. They continue to participate and promote evidence-based disease programs with an emphasis on health, wellness, and nutrition.

Ms. Bowlin requested Commission approval of FY 2009 AIP for The Senior Alliance, Inc.

A motion was made by Commissioner Bollinger to approve the FY 2009 AIP for The Senior Alliance, Inc. as presented. The motion was seconded by Commissioner Newport. Commission approved with a 15-0-0 vote.

A brief discussion followed.

**Approval of FY 2009 Annual Implementation Plan (AIP) for Region IV Area Agency on Aging (AAA)**

Laura McMurtry, OSA staff, introduced Judy Lammers, Program Coordinator for Region IV, which serves Berrien, Cass, and Van Buren Counties.

Ms. McMurtry stated the plan has been reviewed against the approval criteria and the FY 2009 cost allocation plan established by OSA. Compliance with federal regulations and statewide operating standards and policies was confirmed by the assessment of the area agency conducted July 23, 2008. A public hearing was held on June 2, 2008, with no local governments expressing any issues of concern regarding the plan and no special conditions or appendices requiring approval.

Ms. McMurtry noted Region IV received a grant from the AT & T Foundation to purchase computers for their SeniorNet computer training program. This allows them to have a mobile classroom, enabling classes to be held at any location throughout the region. A site was also opened in Benton Harbor, convenient to low income and minority populations. Course information is continually updated on the AAA website.

Ms. McMurtry stated Region IV is continuing with its evidence-based disease prevention programming implementing an active living program in conjunction with the YMCA for health and wellness.

Ms. McMurtry requested Commission approval of FY 2009 AIP for Region IV Area Agency on Aging.

A motion was made by Commissioner Bollinger to approve the FY 2009 AIP for Region IV Area Agency on Aging as presented. The motion was seconded by Commissioner Newport. Commission approved with a 15-0-0 vote.

**Approval of FY 2009 Annual Implementation Plan (AIP) for Region V Valley Area Agency on Aging (VAAA)**

Laura McMurtry, OSA staff, introduced Yaushica Brown, Director of Planning for Region V Valley Area Agency on Aging, which serves Genesee, Lapeer, and Shiawassee Counties.

Ms. McMurtry stated the plan has been reviewed against the approval criteria and the FY 2009 cost allocation plan established by OSA. Compliance with federal regulations and statewide operating standards and policies was confirmed by the assessment of the area agency conducted July 21, 2008. Public hearings were held on April 29, April 30, and May 1, 2008, with no local governments expressing any issues of concern regarding the plan. There are no special conditions or appendices requiring approval.

Ms. McMurtry highlighted the AIP with VAAA plans to implement the Matter of Balance program at senior centers in Genesee, Lapeer and Shiawassee Counties to educate and assist with the symptoms of chronic diseases. They are continuing to advocate and form partnerships with numerous organizations in order to meet the needs of the region's older population.

Ms. McMurtry requested Commission approval of FY 2009 AIP for VAAA.

A motion was made by Commissioner Verma to approve the FY 2009 AIP for Region V Valley Area Agency on Aging as presented. The motion was seconded by Commissioner Newport. Commission approved with a 15-0-0 vote.

A discussion followed regarding Genesee mileage and VAAAs continued progress in obtaining additional resources through grant writing efforts.

**Approval of PY 2008/09 Michigan Older American Community Service Employment Program (MOACSEP) Reallocations**

Laura McMurtry, OSA staff, requested Commission approval to reallocate \$15,000 in administrative funding which was originally allocated to Operation ABLE for their "Ability is Ageless" recognition luncheon. Ms. McMurtry stated the reallocations are necessary due to termination of Operation ABLE's grant agreement on July 25, 2008. Termination of the grant agreement was required due to the agency's financial instability, including their inability to fulfill terms of their grant agreement.

Ms. McMurtry stated OSA intends to support MOACSEP participant training in selected rural regions of the state where resources are limited. Included in this training will be Macomb/St. Clair Michigan Works!



A motion was made by Commissioner Bieber to approve the PY 2008/09 MOACSEP as presented. The motion was seconded by Commissioner Rau. Commission approved with a 15-0-0 vote.

A brief discussion followed.

**Approval of FY 2009 Annual Implementation Plan (AIP) for Region 3-B Area Agency on Aging (AAA)**

Steve Betterly, OSA staff, introduced Karla Fales, Executive Director, Joanna Stelloh Phelps, Board Chair, and John Gelletich, Fiscal Manager for Region 3-B Area Agency on Aging, which serves Barry and Calhoun Counties. Mr. Betterly requested Commission approval of FY 2009 AIP for Region 3-B AAA.

Mr. Betterly stated the plan has been reviewed against the approval criteria and the FY 2009 cost allocation plan established by OSA. Compliance with federal regulations and statewide operating standards and policies was confirmed by the assessment of the area agency conducted on August 26, 2008. Public hearings were held on April 29, and April 30, 2008. No local governments expressed any issues of concern regarding the plan. Region 3-B has special conditions which are, Region 3-B shall maintain a balanced budget during FY 2009. Also, Region 3-B AAA Board of Directors shall operate in full compliance with all provisions of the Open Meetings Act (P.A. 267 of 1976) as required by OSA Operating Standards for Area Agencies on Aging; Section B-4(2). Appendices needing approval are Appendix G: FY 2009 Request to Transfer Funds.

Mr. Betterly highlighted the AIP stating the agency has separated activities from the Burnham Brook Community Center and reorganization of the agency. Region 3-B has acquired restoration of agency fund-balance. They have improved coordination with Calhoun County Office of Senior Services. Region 3-B has launched elder abuse prevention coalition which includes over 30 partnering agencies in Calhoun County.

A motion was made by Commissioner Wright to approve the FY 2009 AIP for Region 3-B Area Agency on Aging as presented. The motion was seconded by Commissioner Bieber. Commission approved with a 15-0-0 vote.

A brief discussion followed with Commissioners commending Region 3-B on their successful efforts to revitalize their agency.

**Approval of FY 2009 Grant for Michigan Senior Olympics, Inc.**

Steve Betterly, OSA staff, requested Commission approval for a FY 2009 grant in the amount of \$100,000 to the Michigan Senior Olympics, Inc. Mr. Betterly noted the grant period is from October 1, 2008 to September 30, 2009. Mr. Betterly also noted the funds for this grant were placed as a line item in OSA's FY 2009 appropriation bill as passed by the legislature.

Mr. Betterly stated the Michigan Senior Olympics, Inc. is dedicated to the health and wellness of persons aged 50 and over. This grant will support the activities of the 2009 Michigan Senior Olympics and associated health and wellness clinics; sports instructional clinics; local, regional, and statewide tournaments; and participation in the national games.

A motion was made by Commissioner Wilson to approve the FY 2009 Grant for Michigan Senior Olympics, Inc. as presented. The motion was seconded by Commissioner Newport. Commission approved with a 15-0-0 vote.

A brief discussion was followed with request from the Commission that they be kept informed of upcoming games.

**Approval of FY 2009 Annual Implementation Plan (AIP) for the Nursing Home Diversion (NHD) Grant**

Eric Berke, OSA staff, requested Commission approval of FY 2009 AIP for the NHD Grant. These NHD appendices are to be included in the FY 2009 Annual Implementation Plans (AIPs) for the Area Agency on Aging 1-B, the Tri-County Office on Aging (PSA 6), and the Area Agency on Aging of Western Michigan (PSA 8).

Mr. Berke stated OSA is extremely pleased with the commitment and collaboration of our area agency partners in implementing the NHD program grant. Accordingly, OSA has instructed the three partner area agencies to develop an NHD Appendix to integrate these efforts into the FY 2009 AIP. Mr. Berke noted that each appendix has a work plan and a two-page budget based on instructions provided by OSA.

A motion was made by Commissioner Rau to approve FY 2009 AIP for the NHD Grant. The motion was seconded by Commissioner Wright. Commission approved with a 15-0-0 vote.

A brief discussion followed.

**Approval of FY 2009 Senior Volunteer Services Program State Allocations**

Bonnie Graham, OSA staff, requested Commission approval of the FY 2009 Senior Volunteer Services Program State Allocations for the senior volunteer programs: Foster Grandparent Program (FGP), Senior Companion Program (SCP) and the Retired & Senior Volunteer Program (RSVP). Ms. Graham also stated FY 2009 state funding for the senior volunteer programs has not yet been determined and all allocations are contingent upon the appropriation and receipt of state funds allocated to the Michigan Department of Community Health, Office of Services to the Aging.

Ms. Graham stated the total state funding for the programs is \$5,624,900. However, for FY 2007 the Michigan Legislature separated the three volunteer programs into individual budget line items, requiring three separate actions.

OSA is reserving \$23,850 (\$450 per project) for evaluation of the programs, which is administered by OSA through a contract with So What Evaluation Resources, Inc. As a result, a total of \$5,601,500 is available for the local projects.

A motion was made by Commissioner Bollinger to approve \$2,813,500 in FY 2009 for the Foster Grandparent Program and seconded by Commissioner Johnston-Calati. The Commission approved with a 15-0-0 vote.

A motion was made by Commissioner Newport to approve \$790,200 in FY 2009 for the Retired and Senior Volunteer Program and seconded by Commissioner Verma. The Commission approved with a 15-0-0 vote.

A motion was made by Commissioner Wilson to approve \$2,021,200 in FY 2009 for the Senior Companion Program and seconded by Commissioner Bieber. The Commission approved with a 15-0-0 vote.

### **INFORMATION AND COMMENTS**

#### **Other**

Commissioner Wilson stated she attended the Michigan State Fair for the Senior Citizen of the Year Awards and was pleased to say the co-recipients of the award in the category of Service were from Macomb County. Commissioner Wilson read a paragraph from the letter-to-the editor written by Area Agency on Aging 1-B. Notified the Commission on a seminars being held on October 18 called "Solutions for Family Caregiver Expo" in Sterling Heights and on September 23 a Drug Awareness for Seniors in partnership with the Macomb Intermediate School District and the Macomb County Council on Aging.

Commissioner Gardner stated she has brochures on the upcoming mileage vote for CATA transportation.

Chairperson Kennedy stated that the Detroit Free Press has a section called Senior Living which is very informative.

### **ANNOUNCEMENTS**

The next meeting of the Commission on Services to the Aging will be held at 10:00 a.m. on October 17, 2008, at the University Center at Gaylord. A public hearing is scheduled following the Commission meeting from 1:30 p.m. – 3:00 p.m.

The next meeting of the State Advisory Council will be October 9, 2008.

### **ADJOURN**

A motion to adjourn was made by Commissioner Pawelski and seconded by Commissioner Gardner. Chairperson Kennedy adjourned the meeting at 12:45 p.m.